



## Community Preservation Act Committee

Date: March 11, 2020

Time: 7:04pm-7:51pm

Location: Town Manager's Office Conference Room, 730 Mass Ave., Second Floor, Town Hall, Arlington, MA 02476

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### Minutes

In Attendance: Eric Helmuth,  
Eugene Benson,  
Pam Heidell,  
Leslie Mayer,  
JoAnn Robinson,  
Ann Woodward.

Not in Attendance: Charlie McCabe,  
Richard Murray.

Also in Attendance: Jim Feeney,  
Julie Wayman.

Remote Participation by telephone: Clarissa Rowe.

Chair Helmuth welcomed members and guests at 7:04 pm.

Clarissa Rowe joined remotely so all votes were taken by roll call.

1. The minutes of February 18 will be reviewed at the next meeting.
2. Eric Helmuth reviewed the CPAC presentations to the Select Board and Finance Committee, indication both presentations went well. The groups asked thoughtful questions, and hoped to see future affordable housing opportunities. They were supportive of the Committee's work and the FY21 projects. The Finance Committee suggested consulting with Native American representatives on archaeological reconnaissance project.
3. Fiscal Year 2021 Project Application Review

The Committee discussed the following projects:

Arlington Reservoir Phase II Improvements final budget request is for \$587,000 as documented in the presentation. Leslie Mayer confirmed the Park and Recreation Commission (PRC) is in agreement with this amount. Jim Feeney noted it is premature to consider additional funding until a revised cost estimate is available.

Minuteman Bikeway Planning Project: The Department of Planning and Community Development (DPCD) provided a memo outlining project details. The budget for this project remains \$65,000. The Committee appreciates seeing a commitment to actionable items, but would like to see them listed. Clarissa Rowe noted the outcome should clearly lay out a way forward, and identify at least three priority infrastructure projects, which could include lighting, intersections, drainage, and signage. Jim Feeney noted the applicant considered reducing the budget request, but if the goal is to create preliminary concepts and budgets, it was best to stay with the original ask. While there could be some overlap with the Sustainable Transportation Program, including the connections, Eugene Benson and others would like to ensure the project addresses the bikeway as a recreational asset, as this is required by CPA. The Committee would like this work to complement the work of the Open Space and Recreation Plan update as it relates to the bike path.

Mr. Ward, a member of the public, joined the meeting to provide feedback on the Arlington Housing Authority. He is unhappy about the shopping carts that people bring to the lobbies of the housing authority buildings, including his building, Winslow Towers. Mr. Ward would like the Committee to condition any future funding for the Housing Authority on resolving this issue.

Eugene Benson moved to approve the funding for all FY21 CPA applications as listed on the funding summary sheet, and subject to committee discussion. Clarissa Rowe seconded.” The affirmative vote was unanimous with all members present casting a vote and no absentions.

FY21 Community Preservation Act, Final Applications		
Project Title	Applicant(s)	Budget
Historic Preservation of the Jason Russell House	Arlington Historical Society	\$ 78,023.00
Mill Brook and Wellington Park Revitalization Phase III	Mystic River Watershed Association	\$ 325,000.00
Reservoir Improvements Phase 2	Arlington Recreation Department	\$ 587,000.00
Old Burying Ground Restoration Phase 2	Town of Arlington, Cemetery Commission and Historical	\$ 193,773.00
Open Space Committee Plan	Open Space Committee	\$ 35,000.00
Communitywide Archaeological Recon Survey	Department of Planning and Community Development	\$ 60,000.00

Documentation of Historic Municipal Resources	Department of Planning and Community Development	\$ 35,200.00
Winfield Robbins Memorial Garden Project	Friends of the Robbins Town Gardens	\$ 65,625.00
Minuteman Bikeway Planning Project	Department of Planning and Community Development	\$ 65,000.00
<b>Subtotal</b>		\$ 1,444,621.00
10% Community Housing Reserve		\$ 202,069.73
CPAC Administrative Expenses Account		\$ 55,569.18
<b>Grand Total</b>		\$ 1,702,259.90

  

FY21 Local CPA tax surcharge receipts (projected)	\$ 1,800,000.00
FY21 State Match, 14.1% of 2020 CPA (projected)	\$ 220,697.29
Additional Available Funds*	\$ 405,733.00
Total FY21 CPA Available for Appropriation	\$ 2,426,430.29

#### 4. Affordable Housing Reserve

The Committee discussed the advantages and disadvantages of putting aside more than the required 10% of the annual CPA collection. Setting aside more than 10% will sacrifice some flexibility should a project need arise, but setting aside at least \$500,000 will send a clear message to Town Meeting and others the Committee's support for low- and middle- income housing. The Committee has dedicated at least \$500,000 to affordable housing each year the program has operated. Jim Feeney noted this would be helpful in the event there is more than one application in this category next year.

The Committee does not believe \$500,000 is necessarily enough to entice a new developer to start a project. Ann Woodward noted there needs to be a project opportunity with greater scale to entice a new developer. However, this investment could give some capacity to do more next year. Clarissa Rowe wondered if there might be a way to fund the work or programs of a non-profit, affordable housing developer to increase their existing capacity.

Eric Helmuth reminded the Committee of the structure of vote language in prior years, first making minimum reserve commitments to satisfy statutory obligations and then transferring to specific projects. Eugene Benson moved to put \$500,000 in the Affordable Housing Reserve Fund, \$202,069.73 in Historic Preservation Reserve, and \$202,069.73 in the Open Space and Recreation Reserve, and \$55,569.18 in Administrative Expenses. Clarissa Rowe seconded. Yays included Eugene Benson, Ann Woodward, Leslie Mayer, Eric Helmuth, JoAnn Robinson, Pam Heidell, and Clarissa Rowe. The vote was unanimous.

#### 5. CPA Plan

The public hearing on the next iteration of the CPA Plan is postponed due to precautions around Corona Virus. The Committee will communicate about rescheduling. The Committee may try for April if possible, or may have to table the public review and presentation until the following year.

Leslie Mayer moved to adjourn, with Ann Woodward seconding. Yays included Eugene Benson, Ann Woodward, Leslie Mayer, Eric Helmuth, JoAnn Robinson, Pam Heidell, and Clarissa Rowe. The vote was unanimous. Meeting adjourned at 7:51pm.